

BOARD OF SELECTMEN
October 1, 2007 Regular Meeting Minutes

I. Call to Order/Roll Call

Chairman Brian Major called the Regular Meeting of the Board of Selectmen to order at 7:08 P.M. in the Selectmen's conference room at the Town Offices. Present at the meeting were: Vice Chairman Teichert, Selectmen Mary K. Lyman, Alex J. Vispoli and Gerald Stabile, Jr. Also present were Town Manager Reginald S. Stapczynski and Town Clerk Randy Hanson. The meeting was duly posted and cablecast live.

II. Opening Ceremonies

Chairman Major asked for a Moment of Silence followed by the Pledge of Allegiance. Selectman Lyman acknowledged the passing of Mary Bartow, mother of Meg Batchelder from DCS.

III. Communications/Announcements/Liaison Reports

Town Manager Stapczynski

- Upcoming Congressional Election will be held on Tuesday, October 16, 2007
- Request by Special Olympics to have a board member act as Grand Marshal in Equestrian Event at Ironstone Farms on Sunday, October 14th @ 10:30 a.m.
- Board of Selectman is invited to participate in the Holiday Parade on November 25th; rain date of December 12th @ 1:00 p.m.

Town Clerk Randy Hanson

- Congressional Election is fast approaching and all precincts will vote at Andover High School gymnasium. The last day to register for this particular election has past.

Selectman Jerry Stabile

- The Town Yard Task Force will be meeting on October 7th @ 7:30 a.m.

Selectman Mary Lyman

- Thank you to Town Manager for arranging a meeting with Committee for Campaign Financing.
- Commission on Disabilities is working to make Main Street more accessible.

Selectman Alex Vispoli

- Participated in an I-93 Interchange meeting at Wyeth where Governor Patrick was present.
- Participated in a meeting October 27th with representatives of Tewksbury, Wilmington and Andover to talk about future development. Discussed having the three town task forces meet regularly; and report back to their respective Boards of Selectmen.
- Attended meeting of Cable T.V. Task Force

IV. Citizens Petitions and Presentations

None this evening.

V. Public Hearing

A. Verizon New England

Verizon New England, Inc. to discuss the maintenance and replacement of existing direct buried cable with new underground conduits and related equipment under the surface of the following public ways:

Abbot Bridge Drive – Petition #488	Acropolis Circle – Petition #487
Alonesos Way – Petition #478	Apache Avenue – Petition #460
Bateson Drive – Petition #485	Blueberry Circle – Petition #489
Blueberry Hill Road – Petition #489	Canterbury Street – Petition #457
Carter Lane – Petition #471	Cattle Crossing – Petition #486
Danforth Circle – Petition #488	Doric Way – Petition #487
Eastman Road – Petition #488	Endicott Road – Petition #457
Farmland Circle – Petition #464	Garfield Lane East – Petition #455
Garfield Lane North – Petition #455	Garfield Lane West – Petition #455
Gavin Circle – Petition #476	Granli Drive – Petition #477
Great Heron Place – Petition #456	Hartford Circle – Petition #488
Haskell Road – Petition #457	Heritage Lane – Petition #475
Hitchcock Farm Road – Petition #469	Homestead Circle – Petition #464
Island Way – Petition #480	Ivanhoe Lane – Petition #474
Jefferson Lane – Petition #488	Kenilworth Street – Petition #446
Kensington Street – Petition #450	Keystone Way – Petition #466
Lincoln Circle East – Petition #459	Livingston Circle – Petition #488
Newman Hill Drive – Petition #470	Nicoll Drive – Petition #487
Orchard Crossing – Petition #481	Parthenon Circle – Petition #479
Penacook Place – Petition #460	Peppercorn Lane – Petition #482
Pole Hill Drive – Petition #468	Pond View Place – Petition #472
Poor Street – Petition #447	Powers Road – Petition #484
Radcliff Drive – Petition #455	Rose Glen Drive – Petition #458
Serenity Lane – Petition #462	Shadow Lane – Petition #457
Sherbourne Street – Petition #454	Skopelos Circle – Petition #483
Smithshire Estates – Petition #465	Spencer Court – Petition #461
Spruce Circle – Petition #488	Stafford Lane – Petition #457
Starwood Crossing – Petition #463	Stouffer Circle – Petition #467
Warwick Circle – Petition #457	Wescott Road – Petition #457
Westminster Road – Petition #457	Whispering Pine Drive – Petition #464
William Street – Petition #449	William Street – Petition #451
William Street – Petition #452	William Street – Petition #453
Windsor Street – Petition #448	Worthen Place – Petition #457

V. Public Hearing (cont.)

A. Verizon New England (cont.)

These requests have been reviewed and approved by the Department of Public Works subject to the conditions that street opening and excavation permits be obtained from the DPW prior to the commencement of any construction, streets which have been recently paved will require that the directional drilling method be used to install the conduits and homeowners on each street must be notified prior to the construction.

Robert Grassia, a representative from Verizon, appeared before the Board to update the

status of the above mentioned projects and stated that the project has been very successful to date and also introduced Bob O'Leary, Project Manager for White Mountain Cable. Mr. O'Leary noted that the next phase is very substantial and is working closely with Jack Petkus, Director of Public Works. Any work not completed in 2007 will be carried over to spring of 2008. Mr. O'Leary also noted that over 100,000 feet of trench has been completed and done so very successfully. Selectman Vispoli thanked Verizon for working so fast posed a question as to whether the copper would be taken out or leave it there. Mr. Grassia noted it was at the discretion of the homeowner and Verizon will maintain both copper and fiber network.

Town resident Jeffrey Saunders, 2 Stouffer Circle, addressed the Board regarding his concern as to where the conduit would be placed in regards to the setback. Project Manager, Bob O'Leary, explained the process of how the conduit would be run at this location and how it would not affect the concerns expressed. Selectman Vispoli noted that each street is laid out different and rely on the as built drawings for the right of way. Town Manager Stapczynski commended Verizon and the excellent job they have done. There have been minimal complaints and they have lived up to their promises.

Town resident John Zipeto, 14 Canterbury Street, addressed the Board regarding the installation of new telephone poles and the existing conduit on both sides. Mr. Zipeto questioned whether the flush mount boxes would still be used or pedestals installed. Mr. Grassia will check with the office regarding this matter and once again thanked everyone for their support.

VI. Regular Business of the Board

A. Public Health Director Thomas Carbone to present proposed location for the MHD Salt Shed.

Public Health Director Carbone turned the presentation over to Mr. Stephen Boynton, 56 Ballardvale Street, representing the Watershed Advisory Committee. Mr. Boynton discussed the move from I-93/495 Interchange to the River Road/I-93 Interchange. Mr. Boynton had a powerpoint presentation representing the signage and sodium concentration in Haggetts' Pond areas and noted there was spillage of trucks, etc. at the previous I-93/495 interchange. The proposed location from the watershed to River Road / I-93; Selectman Vispoli asked where is another salt shed and why was it at an Andover

VI. Regular Business of the Board (cont.)

location. Mr. Carbone stated the location was a central location for various towns and highways for the state and is critical for this area.

Selectman Vispoli thanked the Fish Brook Committee for their work and the accomplishments of the team. Mr. Carbone stated there are two phases of this project; (1) design studies and (2) construction of the facility in proposed 2009 and are committed to find state funding. The prints will be available in the Town Hall lobby for the public to view and give their input. Mr. Carbone hopes the State will come to a future meeting with additional details. Town Manager Stapczynski stated that Mr. Carbone was at the meeting to get the word out to the community and to present the success of this project. Selectman Teichert made a motion, seconded by Selectman Lyman, for the Board to draft a letter of support for the proposed location. The vote was 5-0.

B. Board to discuss the Town's hiring process

Town Manager Stapczynski, in preparation for this discussion, distributed fact sheets outlining the recruitment and appointment process currently used and noted it could take as much as four to five months from start to finish to complete the hiring/appointment process (civil service time frame could be up to 9 months). Selectman Vispoli talked about the process and gave the example of the hiring of the current fire chief and how upfront the Town Manager was with his intent and kept the Board informed. Selectman Teichert noted that positions should be reviewed first before posting either by Candace Hall or Town Manager Stapczynski. It was noted that the Town Manager generates the job posting first after review of the language and description.

Selectman Lyman echoed Selectman Vispoli's comments and noted the hiring process is budgetarily based and is a spin off of the finance work. The crux of any hiring decision made is money based and there is a morale obligation to the process. Selectman Stabile noted keeping the hiring process moving along and recommended quarterly reports from the town accountant that would outline gaps in staffing, etc. Town Manager Stapczynski stated that from 2002 to 2008, 11-1/2 position have been eliminated through reorganization and Selectman Major noted that this 11 FTE reduction came along with the increase in new school positions, population of town and growth in new home construction. Selectman Stabile suggested having the above quoted statistics get out to the public somehow and it is not a growing government.; they are providing services. The Board discussed a new direction for the new hire or replacement process. Selectman Stabile suggested an update on staffing and Selectman Major noted taking a look at possible consolidation of new postings with either a monthly or quarterly report to the Board. Town Clerk Hanson suggested the Board give a directive to Town Manager Stapczynski to approve all hires and then come to the Board. Selectman Teichert noted it would be hard to hire someone and then have to cut them six months down the road and reiterated his support for the Town Manager making the hiring decisions.

The Board discussed the overall hiring process and Selectman Teichert again suggested making a directive to the Town Manager to review the hiring process and has heard VI. Regular Business of the Board (cont.)

B. Board to discuss the Town's hiring process (cont.)

the Board's concerns. Selectman Vispoli noted that from a fiscal standpoint it should not be an eleventh hour scramble and need to have a COLA discussion in the future. Selectman Major stated the budget process is a year long effort and the department heads know their situations before budget planning time.

Chairman Major then summarized the process stating the Board of Selectman are determined to make sure the filling of positions are crucial. The Board wants department heads to continue evaluations, budgets, future needs and make valid determinations

C. Board to continue discussion on FY-08 Goals

Selectman Stabile suggested another work session to discuss the FY'08 goals and board members agreed.

D. Board to sign the Warrant for the Special State Election for the Fifth District Representative in Congress to be held on October 16, 2007.

A motion was made by Selectman Vispoli, seconded by Selectman Selectman Lyman, to sign the warrant as presented. Vote was 5 – 0.

Also at this time, Board members signed recognitions for two recent Eagle Scouts; Kevin Kurkul and Brian Lapsa. Mr. Kurkul's project entailed measuring all the classrooms at Wood Hill Middle School and Mr. Lapsa was instrumental in the flagpole installation at St. Augustine's Cemetery.

VII. Approval of Consent Agenda Items

A. Appointments and Re-appointments

A motion was made by Selectman Vispoli, seconded by Selectman Lyman, to approve the following appointments as presented by the Town Manager:

DEPARTMENT	POSITION	RATE	EFF. DATE
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PLANT & FACILITIES DEPARTMENT – Mechanical/Electrical Division

Charles A. Paul	Security Systems Technician	W10-4-1	10/2/07
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VII. Approval of Consent Agenda Items (cont.)

A. Appointments and Re-appointments (cont.)

DEPARTMENT	POSITION	RATE	EFF. DATE
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PLANT & FACILITIES DEPARTMENT – Parks & Grounds Division

Jeffrey C. Ring	Working Foreman (v. W. Douty III)	W9-1-110/2/07	
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MEMORIAL HALL LIBRARY

Jenna Wilson	Library Aide – PT (v. P. Trombley)	\$9.75/hr.	10/3/07
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COMMUNITY SERVICES

Mark C. Boilard	Seasonal Maintenance – PT – Temp.	C5B	9/10/07
Julia A. Cook	Enrichment Instructor – PT ***		9/13/07

*** Varies with course/program

B. Block Party

A motion was made by Selectman Teichert, seconded by Selectman Vispoli to approve

the request of Lisa Finneran, 5 Sutherland Street, to block off her street on Saturday, October 13, 2007 (raindate – Sunday, October 14, 2007) from 1:00 P.M. to 7:00 P.M. for a neighborhood block party. The vote was 4-0.

It was noted that arrangements have been reviewed and approved with conditions by the Andover Police Department.

C. Charitable Wine Pouring License

A motion was made by Selectman Stabile, seconded by Selectman Lyman, to approve the request of Susan McNeff, YWCA of Greater Lawrence, 38 Lawrence Street, Lawrence, MA, for a Charitable Wine Pouring license for use on Friday, October 19, 2007 from 4:00 P.M. to 11:00 P.M. for a wine tasting event at the Andover Country Club. The vote was 5-0.

It was noted that the application has been reviewed and approved by the Town Clerk subject to the condition that all other requirements of the Town are met prior to the issuance of the license.

VII. Approval of Consent Agenda Items (cont.)

D. Motor Vehicle for Hire Waiver

A motion was made by Selectman Lyman, seconded by Selectman Vispoli, to grant Serguei Akimov, SLJ, Inc., One Powder Mill Square, Andover, owning a livery vehicle that is contracted to Town Car International, One Newbury Street, Peabody, MA, a waiver to operate his vehicle within and through the Town of Andover to his area of operation in Peabody and Logan Airport. The vote was 5-0.

It was noted that the request has been reviewed and approved by the Town Clerk and the Safety Officer subject to the condition that all other requirements of the Town are met prior to the issuance of the waiver.

Serguei Akimov was in attendance and outlined his business and plate system. Town Clerk Hanson stated that Massport requires this waiver be in place and he will not be operating a livery business in Andover.

VIII. Approval of Minutes of Previous Meetings

A motion was made by Selectman Lyman, seconded by Selectman Stabile, to approve the minutes of the September 24, 2007 meeting as written. The vote was 5-0.

The Board also discussed upcoming meeting dates: October 9th – work objectives meeting; October 15th – regular Board meeting; October 29th – meeting with Board and Department Heads. Also noted were November 5th, November 19th, December 3rd and December 17th.

IX. Executive Session

A motion was made by Selectman Vispoli, seconded by Selectman Lyman, to go into Executive Session to discuss collective bargaining strategy. The vote was 5-0. The Board went into Executive Session at 9:15 P.M.

A motion was made and duly seconded to adjourn from the Executive Session and not to return to Open Session. The vote was 3 - 0.

X. Adjournment

A motion was made and duly seconded to adjourn the meeting. The vote was 3 - 0. The meeting adjourned at 10:22 P.M.

Respectfully submitted by,

Mary Kay Poe
Mary Kay Poe
Recording Secretary